

## WHO CAN APPEAL?

If you've had a parole hearing in front of a hearing officer, their recommendation goes to a Parole Commissioner. If the commissioner is in agreement with the hearing officer, you have five days from when you receive the decision to file an appeal. The paperwork should be provided by your Institutional Parole Agent (IPA) at the same time as your decision is served on you. However, you may also write a letter to the Parole Commission to appeal.

Read the comments on your decision, as these give the officer and Commissioner's reasoning. Your appeal should provide information that refutes the reasons given and shows why you are a good candidate for parole. Although appeals are not usually successful, this is not the end of the road...

Sometimes the Commissioner disagrees with the hearing officer. This triggers an automatic appeal to a two-Commissioner panel, which makes the final decision.

## ABOUT PREPARE

PREPARE: Prepare for Parole and Reentry is a Maryland-based not-for-profit with a mission of empowering people to make their best case for parole. Our program began in the Maryland Correctional Institution for Women (MCIW) in 2021. It grew out of the work of Maryjoel Davis, and her organization Second Chance for Women, as well as the work that was already being done by the women in the prison to help themselves and others.

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# WHEN YOU'VE BEEN DENIED PAROLE



**PREPARE**  
PREpare for PARole and REentry



## IF YOU CAN'T APPEAL OR YOUR APPEAL IS DENIED

- If you had a two-Commissioner hearing, you cannot appeal.
- If you had a hearing officer and your appeal (either automatic or requested) is denied, you cannot appeal again. Still, a refusal is not truly final. You may request a reconsideration of your refusal. If you have a sentence of 10 years or less, you may make a request for reconsideration every year after your refusal. If you have a sentence of more than 10 years, you may make the request every two years after your refusal.

## BEFORE YOU WRITE FOR A RECONSIDERATION

- Work to make yourself the best possible parole candidate
- Read the Parole Commissioner's comments and address the specific issues they noted
- Reach out to your case manager, principal, social work department, VAC Office and Chaplain to find positive and productive uses for your time
- Stay in therapy/mental health treatment
- Keep working and get good evaluations
- Don't get any tickets
- Get character and support letters
- Make a positive impact on the prison



## HOW TO WRITE A REQUEST FOR RECONSIDERATION

1. Respond to the Parole Commissioner's comments, answering questions and showing improvement
2. Focus on your accomplishments since the last hearing
3. Keep it concise, no more than two pages
4. Attach job offers, housing offers, and support letters (use a table of contents to make it easy to read)
5. Get help from PREPARE or send your request to The Maryland Parole Commission: 6776 Reisterstown Rd., Suite 307, Baltimore, MD 21215
6. Wait for a written response; the Commissioners will either grant a rehearing or give a written denial